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SAMUEL L. WILKINS
DIRECTOR

MEMORANDUM

TO: Agency Directors and Human Resources Directors of All Agencies, Departments, Institutions, and Commissions

FROM: Samuel L. Wilkins
Director

DATE: November 22, 2004

SUBJECT: Christmas Eve Holiday

Section 53-5-20 of the South Carolina Code of Laws provides the Governor the authority to declare Christmas Eve of each year a holiday for State employees. In addition, Act 295 of the 2004 legislative session allows the Governor to declare Thursday, December 23, 2004, as the Christmas Eve holiday for state government employees. In accordance with these statutes, Governor Sanford has issued an Executive Order declaring Thursday, December 23, 2004 a legal holiday for State employees. Attached is Executive Order 2004-31 signed by Governor Sanford.

The Governor's early notification will allow State employees and agencies the time to make their personal and agency staffing plans for the holiday season.

SLW:CB:km

Attachment